

COUNCIL WORK SESSION SEPTEMBER 27, 2016

The work session of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street, on September 27, 2016 at 5:00 p.m.

Council members
present:

Mayor Michael Mattox
Mrs. Micki Brumfield
Mrs. Beverley Dalton
Mr. Tracy Emerson
Mr. Timothy George
Mr. Jay Higginbotham

Council members
absent:

Mr. Charles Edwards

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mr. Daniel Witt, Assistant Town Manager
Mrs. Tobie Shelton, Finance Director
Chief Mike Milnor, Police Department
Mr. Dennis Jarvis, Economic Dev. Director
Mr. David Garrett, Public Works Director
Mr. Tom Fore, Director of Public Utilities
Mr. Steve Bond, Wastewater Treatment Plant
Miss Emelyn Gwynn, Main Street Coordinator
Mrs. Mary Hall, Administration

1. Mayor Mattox called the meeting to order and presided.
2. Mayor Mattox advised of amendments to the agenda (Request to use Town Property for a Block Party and Proclamation for Frannie’s House) and asked if there were other changes to the agenda.

A motion was made by Mrs. Dalton, seconded by Mr. George, to approve the agenda as amended.

Motion carried:
VOTE:

Mr. Michael Mattox	Yes
Mrs. Micki Brumfield	Yes
Mrs. Beverley Dalton	Yes
Mr. Tracy Emerson	Yes
Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

3. Public Comments

Mayor Mattox asked if anyone would like to speak on anything listed on the agenda.

No one came forward.

4. Community Input-Consideration of Making a Formal Request to Campbell County for Conveyance of English Park

Ms. Betty Gilliam, 1707 Dale Avenue, addressed Council advising several weeks ago she was asked to sign a petition to Campbell County requesting Campbell County gift to the Town of Altavista their portion of English Park. Ms. Gilliam advised she had spoken to Mr. Dan Witt, Assistant Town Manager, in regards to Campbell County’s conveyance of English Park and asked “why now”? She stated the boundaries were set years ago. The town’s portion of English Park is about 28 acres and the county’s portion is about 100 acres. Ms. Gilliam stated she was told Campbell County is experiencing some budget shortfalls and have reduced their recreation line item for the town from \$50,000 to \$32,000 and this year being zero. This amount included \$7,000 for bush hogging the 100

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acres. Ms. Gilliam stated one of her concerns was would it cost the town anything; other than bush hogging and maintaining she did not feel it would cost the town any more as the four other parks that are being maintained. She noted the town is very fortunate to have as many parks as they do. Ms. Gilliam's next question was "What would we get out of it?" She noted the Recreation Committee has done a great job with the "what if the town has this land"; they have good plans for possibilities in the future. If the town refuses the land, Campbell County will have to maintain it under a private agreement. If the county keeps the park, we don't get to use it. Ms. Gilliam thanked everyone who has planned all of this. She stated after doing some research she would sign the petition recommending the Town ask Campbell County for conveyance of English Park.

Pastor Stephen Rabon, 2082 Shady Lane, addressed Council. He too is in favor of asking for the conveyance of the county's part of English Park to the town recognizing not much has been developed where funding has been cut off. He mentioned comments posted on social media were from people outside of town commenting about how they loved coming to Altavista to the park. He stated there are people that drive from Lynchburg to Altavista to take their children to the park and while they are here they visit other places. He felt the river would be a long term investment possibility. Pastor Rabon said he realizes the town would have to fund the improvements to this section of the park but felt the cost would be an added addition to the town and a long term investment of what can be brought in in terms of tourism (the people that will shop in the shops and eat at the restaurants). He stated he recognizes there is cost on the front end and a larger cost on the back end but feels this was a financial investment with returns.

Mr. Wayne Mitchell, 325 Myrtle Lane, spoke in advocacy for the town taking possession of the park stating the reasons are fivefold. In the past Council has stated with a couple of pieces of property that if we can control our own destiny that is a benefit. He felt the library, armory, the water tower are three examples of that. Mr. Mitchell stated the County has made it clear that the financial spending would be in the north side of town. The boat ramp is a recent example of the Board of Supervisors not wanting to share with the Town's efforts. He noted mother nature is starting to take over at the park and the longer that it goes undeveloped the more expensive it will be; whether it is the town's or county's obligation. He is on a steering committee in which they are looking for new ways to make Altavista attractive, to bring more people here whether to visit or to move here. He noted the committees spend their time discussing subjects like this so Council doesn't have to spend as much time on these subjects. He felt when recommendations are made it should weigh heavily on Council's decisions. He asked if we intend to hold the County to their obligations? What have we done to make them hold these obligations in the past? And if not, what are we planning to do in the future? The County has fell on some past obligations.

Mr. Higginbotham asked what obligations?

Mr. Mitchell stated as far as the Parks and Receptions are concerned, there is a certain amount of financial responsibilities that have to be put into all the parks and at this point the Board of Supervisors have forgotten this part of the community and dedicated that money elsewhere.

Mayor Mattox asked if anyone else would like to speak. No one came forward.

Mr. Tom Fore added on behalf of sewerage water protection along the river, they want to do everything they can to protect that water shed.

Mayor Mattox recognized Mr. Tom Fore, Director of Public Utilities, advising he has worked with Water Utilities for 36 ½ years and welcomed him to the town as the new Director of Public Utilities.

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5. Introductions and Special Presentations

a. Chamber of Commerce- “Destination Altavista” Committee Report

Mrs. Tanya Overbey, 1941 Tabby Lane, addressed Council and advised in March 2016 the town invited Mr. John Martin, CEO and founder of Generations Matter to make a presentation called “Trends Shaping Altavista”. This began a discussion about the future of Altavista. A group of citizens working with the Altavista Chamber of Commerce volunteered to keep this conversation going. Mrs. Overbey stated she was present to represent this group and provide an update on the group’s work. The group’s focus is called “Destination Altavista”. Three committees were formed to create vision and action plans to develop people, employ people and attract people. She advised the Develop People committee is championed by Mr. Trey Finch and focuses on education; the Employ People committee is championed by Mr. Major Gilbert and focuses on business and the Attract People committee is championed by Mrs. Overbey and focuses on attracting people to visit and live in Altavista. Mrs. Overbey noted recently Standard Insurance chose to open business in the town and one of the reasons was the quality of life. The Attract People Committee asked Council to consider a Community Advertising Program to include signage and billboards on the Route 29 corridor. She noted the blue signs coming by Altavista are empty; it is expensive for a small business owner to advertise their business on these signs.

Mrs. Brumfield questioned the cost.

Mrs. Overbey responded that it is approximately \$2,000 per business per year noting a public/private partnership could help the business owners gain visibility on the Route 29 corridor. There are thousands of cars that pass these signs daily and they don’t take exits because they don’t know what the town has available. Mrs. Overbey also noted this committee supports the housing study which can address housing deficits in the community. She noted there seems to be a deficit in retirement homes, apartment homes and single family homes that are in “move in” ready condition and they support anything that helps to remedy these conditions. She mentioned the committee is interested in promoting Altavista for a Weekend package. She thanked Council for considering the citizen generated ideas and stated there is a group of citizens that are willing to work with Council to continue to move Altavista forward.

Mayor Mattox thanked Mrs. Overbey and her committees for their work.

b. Altavista on Track-616 Broad Street Feasibility Study Report

Miss Emelyn Gwynn, Main Street Coordinator for Altavista on Track, addressed Council stating Mrs. Overbey’s presentation was outstanding and Altavista on Track will work hard to help move some of the items forward. She recognized some of the AOT Board members that were present. Miss Gwynn gave a history of the property at 616 Broad Street noting it was originally constructed in the 1920s with renovations in 1987 and is on the National Register of Historical Places. The building has been vacant since 2010. A grant was received to conduct the feasibility study on the property. AOT felt the feasibility study on this property would significantly help with revitalization efforts of the downtown area and that it was important to expand downtown apartments. AOT was awarded this grant in the spring of 2016 for \$10,000. AOT added to this grant with an additional \$6,000 with Altavista Economic Development Authority contributing \$1,000 to complete the study. Miss Gwynn introduced Mr. Nat Perrow the property manager of 616 Broad Street and Mr. Jeffrey Bond, Architect and owner of Solex Architecture, Inc. She recognized Stuart Patz who was not present but completed the market analysis.

Mr. Perrow addressed Council advising this was a neat opportunity for the 616 Broad Street location and felt the study and architectural plans created will take a large chunk of the soft cost for any potential developer who would look at this project. It creates a road map and a feasible way to move forward with this structure. Mr. Perrow noted the owner of the property has expressed satisfaction that this building is the recipient of the grant.

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Mr. Bond addressed Council advising he was tasked with analyzing the existing structure to come up with the best use for this structure. He presented Council with the designed floor plan which included commercial space and apartments. He noted as they are developing the cost and proforma for the project, they are counting on the future developer using historic tax credits. Modifications to the exterior need to follow certain guidelines. He advised the alleyway is owned by the Town of Altavista and there would have to be some negotiations if the developer shows that option. The cost estimate is based on previous experience with historic projects as well as the current construction market; total project is \$1.2 million to renovate the eight apartments and 3,600 square feet of commercial space.

Mr. George noted in previous renovations the ceilings were raised.

Mr. Bond stated this would work for commercial space to display items or manufacturing, or commercial that needs additional ceiling height.

Mr. George asked if the apartments would have windows.

Mr. Bond advised every living room and bedroom has a window.

Mrs. Brumfield asked if anyone was eligible to rent the apartments since a grant is involved.

Mr. Bond stated that would ultimately be left up to the developer. The grant does not tie to certain rate service.

Miss Gwynn advised Council she has extra copies of the layout if Council cared to review. She encouraged Council to read the market analysis. She noted in 2016 38 percent of all market area households are renters which is an increase from 33 percent in 2000. As of 2016, the town has 580 household renters with 19 apartments in the downtown area. There is a 2 percent vacancy rate with a waiting list for apartments to open up. This is an indication of the need for more apartments in Altavista and there is evidence that the market will support higher rent for newer, more attractive apartment units. It is believed that 616 Broad Street is the ideal location for this growth. She noted the commercial space would be beneficial to a small business looking to open downtown. If these apartments do well, it is anticipated that the developer will want to open up more apartments in Altavista. She noted it has been mentioned that the Moseley Heights property will be ideal for residential living. Ms. Gwynn stated they are working with the Housing and Community Development to create a contact list of developers who would be interested in these types of projects. She is currently working with Mr. Perrow to market the 616 Broad Street property. She mentioned Altavista on Track is very motivated by the study.

c. Proclamation for Frannie's House/Domestic Violence

Mr. Coggsdale advised October is recognized nationally as Domestic Violence month. Ms. Brooks from Frannie's House has asked that Council adopt a proclamation recognizing Domestic Violence month. Mr. Coggsdale added a candlelight vigil is scheduled for Thursday, October 6, at Shreve Park.

A motion was made by Mrs. Dalton, seconded by Mr. Emerson, to adopt the Proclamation as presented.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

**PROCLAMATION DECLARING OCTOBER AS
“DOMESTIC VIOLENCE AWARENESS MONTH”**

WHEREAS, home should be a place of warmth, unconditional love, tranquility, and security, and for most of us, home and family can indeed be counted among our greatest blessings. Tragically, for many Americans, these are blessings that are tarnished by violence and fear; and

WHEREAS, domestic violence is a serious crime that affects people of all races, ages, genders, and income levels; and domestic violence is widespread and affects over four million Americans each year; and

WHEREAS, women are not the only targets; young children and elderly also are counted among the victims, and sadly, emotional scars are often permanent; and children that grow up in violent homes are believed to be abused and neglected at a rate higher than the national average; and

WHEREAS, domestic violence costs the nation billions of dollars annually in medical expenses, police and court costs, shelters, foster care, sick leave, absenteeism, and non-productivity; and

WHEREAS, only coordinated community effort will put a stop to this heinous crime; and law enforcement officials, those involved in shelters and hotline services, health care providers, the clergy and other concerned citizens are helping in the effort to end domestic violence. We must recognize the compassion and dedication of these volunteers and professionals and applaud their efforts and increased public understanding of this problem; and

WHEREAS, Domestic Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing domestic violence and to show support for the numerous organizations and individuals who provide critical advocacy, services, and assistance to victims; and

NOW, THEREFORE, I, Mike Mattox, Mayor of the Town of Altavista do hereby proclaim October 2016 as

DOMESTIC VIOLENCE AWARENESS MONTH

throughout the Town of Altavista and urge all citizens to observe this month by becoming aware of the tragedy of domestic violence, supporting those who are working toward its end and participating in community efforts and the Altavista Town Council joins advocates and communities across the country in playing an active role to prevent Domestic Violence.

Adopted this the 27th day of September 2016 by the Altavista Town Council.

Mike Mattox, Mayor
Town of Altavista

d. Block Party Request

Pastor Wes Witcher, Jr. 1208 Franklin Avenue, addressed Council requesting permission to use town owned property located between Lola and Amherst Avenues for a Christian based block party. He also mentioned the idea of having the block party at the church but was seeking permission to have music.

Mr. Witt advised he could issue an event permit to Pastor Witcher for the block party covering the music.

Pastor Witcher stated he would like permission to hold the event in the town owned field. The block party is scheduled for October 29th, 2016 12:00 to 5:00 p.m. Ms. Abilene Board, Administrator, was present with Pastor Witcher. He noted they are family oriented and want to work in the community; he has met with Chief Milnor and Captain Stocks.

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A motion was made by Mr. Higginbotham, seconded by Mr. Emerson, to grant permission to Pastor Witcher and his church to use the town owed field in the area of Lola and Amherst Avenues on October 29th from 12:00 p.m. to 5:00 p.m.

Mrs. Dalton thanked Pastor Witcher for the efforts noting she sensed a deeper effort than just having a good time with family but trying to solve deeper issues and stated it is appreciated.

Mr. George asked if Council will offer any funding for the block party.

Mrs. Dalton did not feel Council should set a precedence and suggested Pastor Witcher reach out to private organizations for funding before Council considers.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Mayor Mattox thanked Pastor Witcher for what he is doing for the community.

6. Items for Discussion

a. Chamber of Commerce-Parade Request

Mr. Coggsdale advised the Altavista Area Chamber of Commerce partners with Altavista On Track and the Altavista Rotary Club to sponsor and coordinate the Town's Annual Christmas Parade. They are requesting approval of the Altavista Christmas Parade for Saturday, December 3rd beginning at 5:00 p.m. (setup begins at 3:00 p.m.) and the necessary approval for the closing of town streets. The parade route is unchanged from the past several years. He noted the Altavista Police Department will have responsibility for coordination of street closures, as well as traffic control and security for the event.

A motion was made by Mr. Higginbotham, seconded by Mrs. Dalton, to approve the street closures as indicated and approve the parade request. Pursuant to Town Code Section 34-1(b)(1) a parade sanctioned by the Town Council by permit is exempt from the section of the Code dealing with the Noise Ordinance.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

b. Comprehensive Plan Update Review

Mr. Coggsdale advised at the August Regular Town Council meeting, staff updated Council on the Planning Commission's efforts in regard to the Comprehensive Plan Update. At that time, Council requested that this item be placed on the September 2016 Work Session agenda. Council was forwarded draft chapters with the proposed changes as recommended by the Planning Commission. Mr. Coggsdale advised staff is seeking direction on how Town Council would like to proceed with the review of the draft of the Comprehensive Plan Update. He noted one option would be to have Council further review the document and allocate time at the October 2016 Town Council Work Session, or a later Work Session, for staff to review the proposed changes with Council. At that time, Council could propose any additional changes to the document. Another option could be to review several chapters at several Work

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Sessions, with the process taking 3 to 4 months. Mr. Coggsdale noted once Council has reviewed the changes and made any modifications, a public hearing will need to be scheduled on the proposed changes to the Comprehensive Plan.

Mr. Witt mentioned the Planning Commission has asked to work jointly with Council on the Comprehensive Plan.

Mrs. Dalton suggested having the Planning Commission present the document.

Planning Commission Chairman John Jordan stated he and Mr. Witt would work on the presentation and give Council the short version so Council would not have to go through the entire document.

It was the consensus of Council to dedicate the October Work Session to reviewing the Comprehensive Plan.

c. WWTP PCB Project Updates

Mr. Coggsdale advised previously, our partners in regard to PCB degradation studies at the Town's WWTP Emergency Overflow Pond indicated that they would be able to provide updated information on their efforts in late Summer. The Town is currently partnering with the University of Maryland-Baltimore County's Institute of Marine & Environmental Technology (UMBC); The Institute for Advanced Learning and Research (IALR); and the University of Iowa. He presented Council with the provided updates. Mr. Coggsdale noted in his conversation with Dr. Lowman, The Institute for Advanced Learning and Research (IALR) has indicated that his test results have not come back from the lab. Mr. Coggsdale felt the feedback from the partners was encouraging.

Mr. Higginbotham asked if the mulberry trees were ever replaced.

Mr. Coggsdale stated he would have to check with Mr. Garrett.

Mr. Higginbotham stated top soil needs to be added this fall to keep the part going that Council said they were doing and is really not doing anything. He felt it was owed to DEQ to follow through on this.

Mr. Coggsdale stated more testing can be done moving into the future to see what is there.

Mr. Higginbotham stated there is one hot spot where they tried planting and the water got high that needs to be built up.

Mr. Coggsdale stated he would talk to Mr. Garrett about this area.

Mr. Higginbotham stated it was his understanding there was a higher volume of water at the Wastewater Treatment Plant than is being put into the system and asked Mr. Bond if this was accurate. He asked what was the volume of water treated per day. Is there infiltration from creeks that are putting more water in the system.

Mr. Bond responded no.

Mr. Higginbotham asked Mr. Bond if he was satisfied that the volume of sewage coming into the plant is less than the water that is put out.

Mr. Bond responded yes; taking in 2 to 2.5 million gallons per day.

Mr. Higginbotham asked Mr. Fore the amount of water being produced.

Mr. Fore advised last year 1.6 and 1.9 million gallons were being produced per day; the production is up due to Abbott and the Dominion Power Plant needing water. Over 2.5 million gallons of water was produced this week which includes what came from Campbell County.

Mr. Coggsdale noted he is asking Mr. Fore to collect data on what is being produced at the Water Plant and being treated at Wastewater Treatment Plant.

Mr. Higginbotham stated he has concerns with Lynch Creek and asked if it was a concrete line.

Mr. Bond responded there were historical problems but felt most had been resolved.

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Mr. George advised he was at the pond a couple of weeks ago and all of the trees in the experimental pond are dead and asked why Council would want to spend more on trees noting almost \$20,000 has been spent.

Mr. Higginbotham asked how much 5 or 6 mulberry trees would cost.

Mr. Coggsdale estimated it would be less than \$500.

Mr. George noted the trees on the topsoil are doing fine; all we have proven is that they will grow on dry land.

Mr. Higginbotham stated the topsoil needs to be added to the one hot spot on Plot 7 and let the roots go down. Dr. Sowers has confirmed that until you get down to the dense, clay like PCBs at the bottom that is where there is trouble getting the microbes in. It can be mechanically mixed with a slug pump or let the roots go.

Mayor Mattox suggested letting staff evaluate if planting the mulberry trees is feasible and advise Council.

d. Clarion Road-Truck Crossing

Mr. Coggsdale advised previously, staff briefed Council on concerns from Abbott Nutrition in regard to “near accidents” on Clarion Road involving the crossing of Clarion Road by their trucks from the parking lot to the warehouse. Staff was asked to look into some type of warning mechanism that will bring attention to motorist on Clarion Road in regard to trucks crossing the road at the Abbott facility. He presented Council with two proposals for “warning signals” on the road:

Proposal “A”: 24 Hour Flasher with Solar Panel and a two battery cabinet. *This device would flash constantly.* Material Costs (not including installation and signs): \$11,802.06

Proposal “B”: Radio/Microwave Controlled Flasher with Solar Panel and a two battery cabinet. A microwave would be located on each side of the road on the Abbott property which would respond when a truck was getting ready to cross the road and this would activate the signals on Clarion Road. Material Costs (not including installation and signs): \$24,737.11

Mr. Higginbotham asked if Abbott will contribute to the cost of the warning mechanism.

Mr. Coggsdale stated he has not had that conversation with Abbott but would if Council wants to advise what concept they are interested in. He noted VDOT Highway funds can be utilized for this project.

Mrs. Dalton asked if Abbott Nutrition would have a preference.

Mr. Higginbotham stated if there is a light that flashes all the time, people will eventually ignore it.

Mr. Coggsdale stated he agrees with this concept and that is why he presented the second proposal. He advised he would have a conversation with Abbott Nutrition in regards to this issue.

Mrs. Dalton stated Council agrees this is an issue and since Abbott has made the request they need to weigh in on the solution and the cost factor.

Mayor Mattox asked if there was any data or near misses at this crossing and asked Chief Milnor if he had any comments.

Chief Milnor was in agreement with the “on demand” warning signals. If there are constantly flashing lights, a person would be conditioned. He also felt the crossing would be more of a night time danger with the tractor trailers crossing sideways. The near misses are not reported to the Police Department.

e. Police Department CIP Change Request

Mr. Coggsdale advised Chief Milnor is requesting to revise the FY2017 CIP request associated with the purchase of new “in-car camera” systems. The Chief would like to purchase four “in-car cameras” and eleven (11) new body cameras. The new

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proposal is within the funding provided in the FY2017 Budget for the original request.

Chief Milnor stated he has \$40,000 budgeted in the CIP for three cameras and found four “in-car cameras” and eleven (11) new body cameras can be purchased for \$30,000 under a state contract.

A motion was made by Mr. Higginbotham, seconded by Mrs. Dalton, to revise the FY2017 CIP request associated with the purchase of new “in-car camera” systems allowing the Chief to purchase four “in-car cameras” and eleven (11) new body cameras for \$30,000 under a state contract.

Mr. Emerson questioned if there would be enough storage on the current servers.

Chief Milnor responded yes and with the new system, data can be retrieved easier and quicker.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

f. VDOT SmartScale Project Update

Mr. Coggsdale advised previously, VDOT discussed potential projects related to possible SmartScale applications. The two proposed projects were located on Lynch Mill Road, one at the Clarion Road intersection and the other in front of Altavista Elementary School. He noted the time for submitting an application is nearing and staff is seeking input from Town Council on the applications. Mr. Coggsdale noted he has spoken to Dr. Johnson, Campbell County School Superintendent; Dr. Johnson advised he is supportive of the concept which will have to be presented to the School Board.

Mr. Rick Youngblood, VDOT, addressed Council. He advised SmartScale is in its second year formerly known as HB2. He noted he has met with the Mayor, Vice Mayor, Town Manager and Assistant Town Manager regarding some possible projects. He stated the school project made application for SmartScale. It was pulled out because of an environmental anomie that was identified in the study. It was one of three projects that was pulled out of the district that had originally looked to get funding through the process. He noted this year the scoring aspect has been reformulated so hopefully there won't be any concerns this year. This project is currently \$2.2 million and hopes it will be funded through SmartScale. With SmartScale no money from the town is involved in this if the project is selected it is fully funded; he noted there is more competition this year. He felt this project is the highest priority for the town because of the issues at the school. Mr. Youngblood noted last year there was funding for an additional turn lane at Lynch Mill Road and Main Street. He noted the issues at Lynch Mill Road and Clarion Road were identified in the Small Urban Plan years ago and looking at the accidents over the years is an existing problem. Mr. Youngblood stated a roundabout has been identified as the best alternative for the Lynch Mill and Clarion Road location at a cost of \$4.9 million.

Mr. Higginbotham questioned if the house sitting adjacent to the roundabout would be able to access the street from the roundabout.

Mr. Youngblood stated there are a number of roundabouts that have entrances on them because of the slower speeds it doesn't seem to be an issue. He noted a total take has been included in the cost estimate.

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Council was in agreement to submit both projects with the Altavista Elementary School project being top priority.

Mr. Higginbotham asked Mr. Youngblood if he had heard the conversation in regards to the flashers on Clarion Road.

Mr. Youngblood stated he did and VDOT has Dynamic Flashers and can check on cost for the town. He also noted he would look at the Comprehensive Plan as there are state requirements.

7. Public Comments

Mayor Mattox asked if anyone would like to speak on anything not listed on the agenda. No one came forward.

8. Closed Session

I move that the Altavista Town Council convene in closed session in accordance with the provisions set out in the *Code of Virginia*, 1950, as amended,

Section 2.2-3711 (A)(1) Discussion, consideration or interviews of prospective candidates for appointment to the Altavista Housing Task Force.

A motion was made by Mrs. Dalton, and seconded by Mr. Emerson.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Council went into closed session at 6:42 P.M.

Notice was given that council was back in regular session 6:50 P.M.

FOLLOWING CLOSED SESSION:

A motion was made by Mrs. Dalton, seconded by Mr. Emerson, to adopt the certification of a closed meeting.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the town council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the town council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the town council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the town council.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Tracy Emerson	Yes

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Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

A motion was made by Mr. Higginbotham, seconded by Mr. Emerson that the following individuals be appointed to a Housing Task Force to evaluate housing and the housing study proposal and make a recommendation to Town Council:

Shawn Stone
Betty Gilliam
Laney Thompson
Marie Mitchell
Wayne Mitchell
Rayetta Webb
Agnes Dowdy
Alternate: Cindy Parsons

Motion carried:	
VOTE:	
Mr. Michael Mattox	Yes
Mrs. Micki Brumfield	Yes
Mrs. Beverley Dalton	Yes
Mr. Tracy Emerson	Yes
Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

9. Adjournment

Mayor Mattox adjourned the meeting at 6:52 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, III, Clerk